

Waccamaw Workforce Development Board Meeting

May 21, 2024

Waccamaw Workforce Development Board Meeting



Tuesday, May 21, 2024
9:30 a.m.

VIA Zoom:

<https://us02web.zoom.us/j/83643229886?pwd=cmJLb0ZxcnVIN3VDMHp1ZlVrSTc3Zz09>

Meeting ID: 836 4322 9886
Passcode: 266632

A G E N D A

- Call to Order Henry Poston
- Welcome and Introduction of Guests Henry Poston
 - ◊ Determination of Quorum
 - ◊** Approval of March 19th, 2024 Minutes
- Finance Report Cathy Archer
- Performance Report Amy Ross
- Contractor Program Update Sherell Sherman
- One Stop Operator Update Todd Gurley
- CEDS Update Rusty Gaskins
- **Approval of ETP Policy Ayla Dyer
- **Contractual Renewal with Ross for PY 23 Ayla Dyer
- WIOA Update Ayla Dyer
- Other Business Henry Poston
- Adjournment Henry Poston

**Denotes Action Items

WACCAMAW WDB

Board Minutes



Draft Minutes
Waccamaw Workforce Development Board
Waccamaw Regional Council of Governments
March 19, 2024
9:30 AM

This Board meeting was conducted in person and via Zoom.

Members Present		Members Absent
Poston, Henry		Abernathy, Allen
Cooper, Tolonzo		Engleman, Bonita
Denz, Jared		Geathers, Rochelle
Dozier, Cameron		Green, Etta
Espinal, Frank		Pressley, Wilhemina
Evans, Wallace		Roberts, Andy
Kimball, Busy		Skalican, Peg
Mitchell, Greg		Smith, Sherrill

Waccamaw Regional COG Staff Present:

Ayla Dyer, Cathy Archer, Temeca Belcher, Rusty Gaskins, Stacy Martell, Amy Ross

Other Guests Present:

Caitlyn Brazell, SCDEW

Todd Gurley, Ross

Sherrell Sherman, Ross

- **Call to Order:**

Mr. Henry Poston, Chairman, called the meeting to order at 9:32 a.m.

- **Welcome and Introduction of Guests:**

Chairman Poston welcomed the board members, staff, and guests. Ms. Ayla Dyer did roll call for the Board members.

- **Determination of Quorum:** A quorum was not met at the start of the meeting.

- **Financial Report**

Ms. Archer presented the financial report to the board. Ms. Archer began with the current funding status and stated that funding from the Dislocated Worker PY 2022 will be transferred to the Adult Program.

She provided an update on the three special revenue grants. The EBA grant is closing out at the end of the month. The Sector Partnership Grant, used toward Manufacturing, is in the beginning phases of the program. The training grant is being used toward training Adult and Dislocated workers, and a signage grant was just received to upgrade and refresh the signage at all three centers.

Ms. Archer continued by stating that 31% of the Adult budget as well as 25% of the Dislocated Worker budget has been spent. These amounts are low due to the utilization of training grant funding. She also stated that 53% of the Youth budget has been spent. Ms. Archer concluded the financial report by stating that about 44% of the SC Works Center's budget has been spent and approximately \$87,000 has been collected from the partners as part of their cost sharing amounts.

- **Performance Report**

Ms. Amy Ross presented the performance report. Ms. Ross stated that a total of 203 Adult, 8 Dislocated Workers, and 65 youth were served between July 1, 2023, and February 2024. She presented program enrollment numbers for each month through the end of February resulting in 147 Adult, 4 Dislocated Worker, and 24 Youth enrollments.

Ms. Ross presented the traffic totals for each center, Conway had a total of 9,470 visitors, Georgetown had a total of 1,214 visitors and Kingstree had a total of 2,661 visitors.

Ms. Ross shared a list of businesses where clients have been placed for work experience and on-the-job training. She concluded her report showing current performance measures required by the state.

Performance measures are being met except for the youth measure. Staff are currently working to improve this measure.

- **Contractor Program Update**

Ms. Sherman started by saying that youth recruitment is being focused on heavily and many visits have been made to high schools within the three counties. A collaboration with SCDEW has been made to help recruit dislocated workers. Ms. Sherman shared a client's success story. Kaya Smith, entered the RN program at HGTC when she was 18 years old and a Loris high school graduate. She lived in a high poverty area and was a low-income client. She wanted to pursue a career where she could pursue her passion to help others. She completed the program's boot camp, excelled at HGTC and graduated in 2023. She is currently working at Grand Strand Hospital earning \$29/hr. Staff at WIOA are very proud of Kaya's accomplishments as well as her drive and determination to complete her goal.

- **One Stop Operator Update**

Mr. Gurley began his update by stating that all three centers are open for business as normal with no restrictions. Traffic in the centers has been busy especially in the Conway center. Traffic has increased 9% since last year.

He stated that Jared and his staff have scheduled 5 job fairs this week.

Mr. Gurley stated that annual inspections took place at all three centers in January and February.

The updates to the staff kitchen area in Conway have been completed.

Construction on the dentist's office is still taking place next door to the Georgetown center. This continues to make parking difficult. Extra signage will be displayed to direct clients on where to park.

Mr. Gurley said that on March 12th, the Memorandum of Understanding and Infrastructure Agreement partner meeting was held.

Horry county police are scheduled to hold an active shooter response training in Conway center on May 8th.

- **WIOA Update**

Ms. Ayla Dyer provided the WIOA update for the board. She started by informing the board about the Regional Sector Partnership Grant. The kick-off meeting was held at the end of February. Eight or nine manufacturing businesses from Horry, Georgetown, and Williamsburg counties participated in the meeting and was led by the convener as WIOA staff's role was limited to observing. The next Sector Partnership meeting will be held on April 30th. At this meeting, employers will choose which of two committees they would like to serve on. The committees are Retainment and Recruitment, and the other is Education.

Ms. Dyer concluded by informing the board at the next meeting they will be asked to vote on a couple of action items. Action items include retaining Ross for another year and a new eligible training provider policy.

Being no further business, the meeting was adjourned at 9:53 a.m.

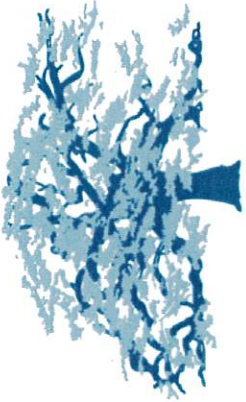
Respectfully submitted,

Henry Poston
WWDB Chair

WACCAMAW WDB

Board Reports





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Waccamaw Workforce Development

PY 2023 – Financial Report **May 21, 2024**

Prepared by Cathy Archer
carcher@wrcog.org

**Waccamaw Workforce Development Board
WIOA Program Year 2023
Current Funding Status**

Program Funds	PY 2022 Funds	PY 2023 Funds	Fund Transfers	Total Available	Other	PY 2023 Expended	Future Obligations	Unobligated Balance
Adult	\$0	\$798,519	\$160,000	\$958,519	\$0	\$397,558	\$464,428	\$96,533
Dislocated Worker	0	672,177	(160,000)	512,177	0	106,852	321,311	84,014
Youth	0	785,534	0	785,534	0	519,686	154,276	111,572
Total - Program Funds	\$0	\$2,256,230	\$0	\$2,256,230	\$0	\$1,024,096	\$940,015	\$292,119
Other Funds:								
22RSP11 Sector Part	0	366,725	0	366,725		36,386	330,339	0
23IET11 Adult/DW	0	142,836	0	142,836		103,623	39,213	0
23CSR11 Signage	0	8,866	0	8,866		8,866	0	0
Total - Other Funds	\$0	\$518,427	\$0	\$518,427	\$0	\$148,875	\$369,552	\$0

*Note: Program year for PY23 funds: A/DW 7/1/2023 – 6/30/2025; Youth funds 4/1/2023 – 6/30/2025
22RSP11 Sector grant period 4/1/23 - 3/31/25; 23IET11 grant period 10/1/23 – 9/30/24

Fund	% Expended (PY 22/23)	% Obligated (PY 23)	Part Cost Rate	WBL %
Adult	60.4%	75.5%	30.4%	
DW	58.6%	69.4%		
Youth	69.8%	85.8%		33.9%
Target Rate	58.0%	67.0%	30.0%	20.0%

Waccamaw Workforce Development Board
WIOA Program Year 2023
Financial Performance Trends

EXPENDITURE RATES: (Targeted Goal is 70% by Program YE)

Fund	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024
Adult	12.2%	9.3%	14.7%	21.6%	26.9%	34.8%	40.3%	47.0%	55.8%	60.4%
DW	5.7%	7.8%	16.2%	22.3%	23.5%	26.5%	28.1%	34.5%	45.6%	58.6%
Youth	6.5%	12.9%	23.7%	31.3%	37.9%	44.6%	49.3%	56.6%	64.8%	69.8%
DEW Target Rate	6.0%	12.0%	18.0%	23.0%	29.0%	35.0%	41.0%	47.0%	53.0%	58.0%

OBLIGATION RATES: (Targeted Goal is 80% by Program YE)

Fund	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024
Adult	100.0%	100.0%	100.0%	69.8%	70.0%	75.9%	71.6%	65.6%	72.8%	75.5%
DW	100.0%	100.0%	100.0%	53.6%	51.9%	43.0%	50.8%	60.0%	66.6%	69.4%
Youth	72.5%	16.5%	70.0%	72.4%	70.0%	76.9%	77.6%	80.7%	85.3%	85.8%
DEW Target Rate	7.0%	13.0%	20.0%	27.0%	33.0%	40.0%	47.0%	53.0%	60.0%	67.0%

DIRECT PARTICIPANT COST RATE: (Targeted Goal is 30% minimum by Program YE)

Fund	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024
Adult / DW	11.1%	12.2%	16.8%	20.6%	24.1%	16.1%	18.1%	17.1%	23.7%	30.4%
DEW Target Rate	30.0%	30.0%	30.0%	30.0%	30.0%	30.0%	30.0%	30.0%	30.0%	30.0%

WORK-BASED LEARNING RATE: (Targeted Goal is 20% minimum by Program YE)

Fund	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024
Youth	40.8%	40.4%	53.3%	42.0%	44.4%	40.8%	39.3%	35.7%	34.7%	33.9%
DEW Target Rate	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%

**Waccamaw Workforce Development
Financial Dashboard – Adult & Dislocated Worker - Program Year 2023
For Period July 1, 2023 through March 31, 2024**

Cost Category	ADULT PROGRAM				DW PROGRAM			
	Total Budget	Reported Expenditures YTD	Budget Variance (Over) / Under	% YTD	Total Budget	Reported Expenditures YTD	Budget Variance (Over) / Under	% YTD
Program Delivery Staff Expenses	\$ 643,786.12	\$ 379,883.94	\$ 263,902.18	59%	\$ 261,535.83	\$ 173,254.57	\$ 88,281.26	66%
Facilities Cost	-	-	-		-	-	-	
Operating Expenses	58,191.06	8,633.78	49,557.28	15%	32,426.31	3,440.35	28,985.96	11%
Other Program Costs	16,369.76	8,650.04	7,719.72	53%	4,333.97	1,189.41	3,144.56	27%
Participant Training Costs	459,587.00	104,949.37	354,637.63	23%	191,410.00	14,237.81	177,172.19	7%
Participant Supportive Services	94,883.06	97,349.87	(2,466.81)	103%	25,796.93	1,595.86	24,201.07	6%
Other Participant Costs	-	-	-		-	-	-	
Totals	\$ 1,272,817.00	\$ 599,467.00	\$ 673,350.00	47%	\$ 515,503.04	\$ 193,718.00	\$ 321,785.04	38%

**Waccamaw Workforce Development
Financial Dashboard – Adult/DW Training Budget - Program Year 2023
For Period July 1, 2023 through March 31, 2024**

Description	Adult Program	DW Program	Total Training Budget	Expenditures	Variance	% Expended
Training Costs - General	\$ 2,000.00	\$ 13,203.00	\$ 15,203.00	\$ -	\$ 15,203.00	0%
Assessments	790.67	209.33	1,000.00	1,183.82	(183.82)	118%
High School Equivalency / Basic Skills	-	-	-	-	-	0%
Occupational Classroom Training	365,543.19	162,370.81	527,914.00	78,162.50	449,751.50	15%
Work Experience Stipends	21,253.14	5,626.86	26,880.00	24,418.16	2,461.84	91%
OJT	70,000.00	10,000.00	80,000.00	10,672.50	69,327.50	13%
Apprenticeships	-	-	-	4,750.20	(4,750.20)	0%
IWT	-	-	-	-	-	0%
SS - Transportation	55,931.80	14,808.19	70,739.99	26,286.30	44,453.69	37%
SS - Child Care	948.80	251.20	1,200.00	-	1,200.00	0%
SS - Books, Fees, Supplies, Testing	35,836.03	10,320.97	46,157.00	72,659.43	(26,502.43)	157%
SS - Other	2,166.43	416.57	2,583.00	-	2,583.00	0%
Totals Program	\$ 554,470.06	\$ 217,206.93	\$ 771,676.99	\$ 218,132.91	\$ 553,544.08	28%
EBS Grant - Training (Tuition) / OJT / IWT	192,306.00	-	192,306.00	170,044.22	22,261.78	88%
EBS Grant - Supportive Services	19,060.00	-	19,060.00	27,419.49	(8,359.49)	144%
IET Grant - Training (Tuition)	120,000.00	-	120,000.00	91,134.00	28,866.00	76%
IET Grant - Supportive Services	15,000.00	-	15,000.00	4,685.56	10,314.44	31%
Totals Special Grants	\$ 346,366.00	\$ -	\$ 346,366.00	\$ 293,283.27	\$ 53,082.73	85%
TOTAL ADULT/DW TRAINING	\$ 900,836.06	\$ 217,206.93	\$ 1,118,042.99	\$ 511,416.18	\$ 606,626.81	46%

**Waccamaw Workforce Development
Financial Dashboard – Youth - Program Year 2023
For Period July 1, 2023 through March 31, 2024**

Cost Category	Total Budget	Reported Expenditures YTD	Budget Variance (Over) / Under	% YTD
OUT-OF-SCHOOL YOUTH:				
Program Delivery Staff Expenses	\$ 559,490.08	\$ 422,772.45	\$ 136,717.63	76%
Operating Expenses	49,570.65	15,437.93	34,132.72	31%
Other Program Costs (Contr Profit)	18,831.27	14,523.62	4,307.65	77%
Participant Training	48,550.00	20,928.02	27,621.98	43%
Work Experience / Internships / OJTs / Apprenticeships	100,600.00	55,240.51	45,359.49	55%
Youth Summer Employment	25,000.00	28,763.50	(3,763.50)	115%
Youth Incentives	12,000.00	2,325.00	9,675.00	19%
Participant Supportive Services	43,750.00	11,845.96	31,904.04	27%
Program Totals - OSY	\$ 857,792.00	\$ 571,836.99	\$ 285,955.01	67%
Totals	\$ 857,792.00	\$ 571,836.99	\$ 285,955.01	67%

- BUDGET PY23 - 97% OSY; 3% ISY
- WIOA requirement = 75% OSY
- WBL Rate PY23 = 33.9%
- WIOA requirement = 20%

**Waccamaw Workforce Development
Financial Dashboard – SC Works - Program Year 2023
For Period July 1, 2023 through March 31, 2024**

SC Works Centers				
Cost Category	Total Budget	Reported Expenditures YTD	Variance (Over) / Under	% Expended
Program Delivery Staff Expenses	\$ 84,387.11	\$ 53,554.66	\$ 30,832.45	63%
Professional Services - ROSS	363,514.00	228,270.33	135,243.67	63%
Equipment Expenses	2,000.00	1,132.38	867.62	0%
Advertising / Outreach Expense	1,955.00	-	1,955.00	0%
Memberships & Subscriptions	317.89	-	317.89	0%
Facilities Lease / Bldg Usage Fee	84,552.00	33,124.38	51,427.62	39%
Premises Expenses	107,909.00	35,336.11	72,572.89	33%
Office & Operating Supplies	6,500.00	5,882.43	617.57	90%
Security Services	79,856.00	74,158.75	5,697.25	93%
IT Services	65,741.00	50,390.32	15,350.68	77%
Telephones & Data	9,460.00	3,904.52	5,555.48	41%
Total	\$ 806,192.00	\$ 485,808.99	\$ 320,383.01	60%
Local Services Income (Cost-Sharing Reimbursements)	\$ 217,212.00	\$ (134,569.00)	\$ 82,643.00	-11%
NET TOTAL EXPENDITURES	\$ 588,980.00	\$ 351,239.99	\$ 237,740.01	44%



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Workforce Development Board WIOA Performance Report

May 21, 2024

Amy Ross
Performance & Compliance Manager

aross@wrcog.org

Served July 1, 2023 –April 30, 2024

Customer Group	Carry Overs	New Enrollments	Total Served
Adult	56	179	235
DW	4	6	10
Youth	41	33	74

PY 23 Enrollments by Month

ADULT											
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD Actual
Enrollments for PY23	15	37	15	19	9	11	18	23	17	15	179

DISLOCATED WORKERS											
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD Actual
Enrollments for PY23	1	1	0	0	0	0	2	0	2	0	6

YOUTH											
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	YTD Actual
Enrollments for PY23	5	5	4	0	1	1	5	3	5	4	33

Center Traffic Totals for PY 23

Conway

	WP (ES)	VETS	TAA	UI	WIOA	Total Visitors
July	254	82	0	500	197	954
August	240	86	0	438	259	1023
September	268	71	0	441	177	886
October	370	113	0	581	189	1141
November	518	189	0	714	158	1390
December	437	139	0	685	153	1275
January	560	149	0	743	232	1535
February	500	148	0	556	210	1266
March	386	92	0	474	183	1043
April	384	72	0	471	175	1030
TOTAL	3,917	1,141	0	5,603	1,933	11,543

Georgetown

	WP (ES)	VETS	TAA	UI	WIOA	Total Visitors
July	106	8	0	25	69	200
August	72	10	0	35	90	207
September	88	2	0	21	53	164
October	76	3	0	35	53	164
November	59	1	0	23	27	109
December	52	1	0	19	27	98
January	70	1	0	25	48	143
February	54	0	0	32	43	129
March	55	2	0	43	47	145
April	90	6	0	31	49	170
TOTAL	722	34	0	289	506	1,529

Kingstree

	WP (ES)	VETS	TAA	UI	WIOA	Total Visitors
July	122	9	0	25	101	345
August	128	13	0	79	142	362
September	140	14	0	70	76	300
October	104	15	0	103	78	288
November	134	18	0	121	50	305
December	151	6	0	107	33	291
January	178	14	0	125	95	398
February	145	9	0	134	93	372
March	156	19	0	105	103	364
April	110	11	0	133	103	346
TOTAL	1,368	128	0	1,002	874	3,371

WIOA Performance

PY 2023 Report Quarter 2 Final

Performance Measure	ADULTS		DW		YOUTH	
	Goal	Actual	Goal	Actual	Goal	Actual
Employment Rate Q2	82.5%	87.6%	84.5%	86.7%	82.0%	86.8%
Employment Rate Q4	79.5%	87.7%	84.5%	86.0%	78.0%	92.6%
Median Earnings	6,300	7,906	8,500	7,176	4,700	6,112
Credential Rate	60.5%	56.8%	61.5%	55.6%	64.3%	55.6%
Measurable Skill Gains	56.0%	63.1%	54.0%	66.7%	61.0%	72.9%
		% of Goal		% of Goal		% of Goal
		106.2%		102.6%		105.9%
		110.3%		101.8%		118.7%
		125.49%		84.42%		130.04%
		93.9%		90.4%		86.5%
		112.7%		123.5%		119.5%

Pass	An Overall Program Score (across all indicators) is at least 90% An Overall Indicator Score (across A/DW/Y Programs) is at least 90% Have an Individual Indicator Score of at least 50%
Fail	An Overall Program Score (across all indicators) that did not meet at least 90% An Overall Indicator Score (across A/DW/Y Programs) that did not meet at least 90% Have an Individual Indicator Score that did not meet 50%